

REQUEST FOR PROPOSAL JOB NO. J6I2377B

DESIGN FOR REBUILDING THE POPLAR STREET BRIDGE INTERCHANGE IN DOWNTOWN ST. LOUIS

This document constitutes a request for sealed proposals from qualified organizations to provide design and other services for rebuilding the Poplar Street Bridge Interchange in downtown St. Louis. Organization of this RFP is as follows:

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I. PROPOSAL SUBMISSION & DUE DATE

Proposals in response to this request must be received by 3:00 P.M. January 20, 2012 at the address listed below. Proposals received after this time will be returned unopened. Submissions of proposal by e-mail will be accepted.

This request for proposals does not commit MoDOT to award a contract, to pay any costs incurred in the preparation of a response to this invitation, or to procure or contract for services or supplies. MoDOT reserves the right to accept or reject any or all responses received as a result of this request, or to cancel this request in part or in its entirety if deemed in the best interests of MoDOT. All proposal material submitted shall become the property of MoDOT. **The selection of consultants for this project is contingent upon this project being added to the local Transportation Improvement Program (TIP). Should your firm be selected, MoDOT will not move forward in executing a contract with your firm until it has been added to the TIP. Please note that the dates listed in section VII of this proposal are based upon MoDOT's current schedule for adding the project to the TIP. Schedule is tentative and is subject to change.**

If your firm wishes to be considered for this project, three (3) hard copies and one (1) electronic copy (PDF) of the proposal should be received at the following address by the time specified above:

Missouri Department of Transportation
Attn: Mr. Greg Horn
1590 Woodlake Drive
Chesterfield, MO 63017
E-mail address: Gregory.Horn@modot.mo.gov

All questions concerning this RFP should be directed to: Mr. Greg Horn at (314) 453-1827. E-mail address is Gregory.Horn@modot.mo.gov.

II. PROPOSAL CONTENTS

The proposal should not exceed three (3) pages total. A page is defined as 8-1/2 by 11 inches and printed on one side. Front and back covers, transmittal letter, organizational chart and resumes are not included in the page count. Proposals should be arranged in the order detailed below. While these items provide a general description of what is expected in the proposal, it is not meant to limit or exclude other pertinent information from being included.

A. Letter of Transmittal:

The letter of transmittal is a brief summary of the key points of the proposal and approach to accomplish the work. The name and address of the firm as well as the project manager shall also be included. The transmittal letter shall be no longer than two (2) pages.

B. Management Summary:

A management summary that states the consultant's understanding of the project to be performed and a narrative description of how you propose to accomplish the work along with a narrative description of the methodology expected to be followed to meet the General Scope of Work and goals given in this RFP.

C. Qualifications and Experience:

Experience with development of the type of project outlined in the General Scope of Work. A satisfactory record of performance should be substantiated. Staffing proposed for this project should be discussed along with their resumes indicating qualifications, experience and recent projects. This section shall include the following as a minimum:

1. Descriptions of recent interchange design projects in which key staff presented in this proposal played a significant role, and which demonstrates their capacity to complete the work within the time frame established in this RFP.
2. Description of other major interchange design projects which demonstrate your firm's ability to produce work of this magnitude in the time frame established in this RFP.
3. References for the projects listed above, i.e. contact name, agency, address and telephone.
4. General discussion of the type of work for which sub-consultants would be utilized (including DBE participation) if your firm were selected.
5. Current workloads and future commitments for the project manager and other key staff should be discussed.

D. Project Work Program and Schedule:

The proposal shall contain your proposed schedule for the preliminary plan design, right-of way plans, final design plans, municipal agreement process, obtaining project permits, and other agency approvals, as well as a construction schedule based upon submitting signed and sealed plans by July 16, 2013. If your firm does not believe it has the ability to commit the resources necessary to meet this schedule, please do not submit a proposal for this work.

E. Appendix:

A one page chart (up to 11"x17" in size) showing the organizational structure proposed with key staff identified along with resumes of key personnel. Resumes included should be limited to those key personnel who will be committed to this project. Resumes shall be no more than two (2) pages each and the total number of resumes may not exceed eight (8).

III. GENERAL SPECIFICATIONS

The following are general specifications required for all proposals. Your firm, if selected will be expected to comply with these requirements.

A. Title VI Requirements:

Section 6.01 of Title VI of the Civil Rights Act of 1964 states the following:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."

The Missouri Department of Transportation, in accordance with Title VI of the Civil Rights Act of 1964, 78 Statute 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations (CFR), US Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all responders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit proposals in response to this invitation to submit a proposal and will not be discriminated against on the grounds of race, color, age or national origin in consideration for an award.

The successful responder under this RFP will be expected to comply with all Federal Title VI requirements, shown in the appendix, and execute a "US Department of Transportation Title VI Assurance" statement.

B. Disadvantaged Business Enterprises (DBE) Goal: 20%

Your proposal should indicate how your firm would utilize a DBE firm(s) as a part of the project team. DBE firms must be certified by the Missouri Regional Certification Council (MRCC) in order to be counted as participation towards the established DBE Goal. The MRCC Directory can be found on the MoDOT website at http://contribute.modot.mo.gov/business/contractor_resources/External_Civil_Rights/mrcc.htm

C. Qualified Personnel

The successful firm must understand that it is expected to provide qualified personnel to accomplish each portion of the work associated with this project. MoDOT will maintain the right to request the removal of any person found, in its opinion, during the course of work on this project, to be unqualified to perform the work. MoDOT also expects the consultant will dedicate the appropriate number of staff to this project to ensure the target dates of this contract are met.

D. Status or Progress Reports

Monthly progress reports that incorporate critical path scheduling will be required. Also, regularly scheduled project meetings are to be held throughout the project as well as at strategic milestones to review and discuss specific aspects of the project.

E. Contract Costs and Progress Payments

After selection, an actual cost, plus fixed-fee contract will be negotiated to provide these services. Invoices may be submitted for services performed no

more frequently than monthly. Payment of invoices will be based on the actual costs incurred for that time period plus a proportional percentage of the fixed fee, which is representative of project progress as of that date. Actual costs will be paid up to the contract ceiling. No costs above the contract ceiling will be paid without prior execution of a supplemental agreement. MoDOT will not make any advance deposits or payments for costs that have not already been incurred.

I. PREVIOUS WORK

Previous work regarding this project can be obtained at the following location:

<http://www.newriverbridge.org/newsroom-library.html#plans>

II. PROJECT GOALS

The overall goal is to provide new dual lane ramps to and from I-55 to the south as well as new connections to Memorial Drive and I-70 to the north. The existing EB I-70 connection to the Poplar Street Bridge will be removed. Specific goals include the following:

- A. Deliver the project within the established budget of \$45M. Major items included in this budget are design engineering, land acquisition, utility relocation, construction cost, project inflation, and some construction engineering. Signed and sealed plans, estimates, & specifications are required to be submitted to MoDOT by July 16, 2013.
- B. The interchange design shall conform to the parameters of the environmental document. However, if significant cost savings can be achieved by modification of the environmental work then the effect on cost and schedule may be evaluated.

MoDOT specifically require the following be utilized to help meet the project goals:

- C. In order to expedite delivery of the project the consultant assign a project manager full time to the project who is empowered to make decisions for the consultant.
- D. At least 20% of the work required to meet the project goals shall be accomplished by Disadvantaged Business Enterprises.
- E. Consultant will develop a plan to show how minorities, woman and economically disadvantaged individuals will be utilized in the Work Force.
- F. The bid documents should have flexibility in construction requirements that could increase competition during bidding.

III. GENERAL SCOPE OF WORK

This improvement will include the removal and replacement of the SB I-55 ramp; removal and replacement of the NB I-55 ramp; removal and replacement of the WB I-70 ramp; removal and replacement of the Memorial Drive ramp; removal of the EB I-70 ramp to the PSB; converting the depressed section of I-70 from a 4 lane to a 5 lane section; adding an auxiliary lane between the WB I-70 ramp to a new exit ramp to Washington Avenue; roadway, signing, lighting, and drainage.

Tasks for development of the project include, but are not limited to:

- A. If needed, participate in public involvement to obtain the necessary preliminary design input. MoDOT will lead in this effort.
- B. If needed, prepare exhibits for public meetings.
- C. Obtain additional survey information required for the design of the project.
- D. Obtain geotechnical information required for the design of the project.
- E. Obtain utility information and coordination utility adjustments required for the design of the project.
- F. Utilize practical design concepts for the design of the project.
- G. Prepare bridge surveys, develop bridge memorandum and design layout, preliminary plans, right-of-way plans, and final design plans for the project.
- H. Coordinate closely with the consultant(s) designing the City-Arch-River Projects to north of the Poplar Street Bridge Interchange. .
- I. Meet with officials from the Jefferson National Expansion Memorial as well as other affected agencies and neighborhood groups as frequently as necessary to identify their issues and concerns prior to the recommendation of a preliminary plan.
- J. Determine and prepare municipal agreements, as required, for the project.
- K. Participate in project meetings with MoDOT and FHWA.
- L. Create final design computations, drawings, specifications, and cost estimate.
- M. Develop a construction staging plan for the interchange construction.
- N. Determine and develop the construction bid package and prepare contract documents for the construction project.
- O. Prepare a detailed project delivery schedule using the critical path method.
- P. Provide support during construction including review of contractor submittals and on-site inspection for specialty construction work.

IV. CONTRACTOR INPUT DURING THE DESIGN PHASE

MoDOT intends to use a project delivery process that encourages pre-qualified contractors to submit ideas/concepts for Alternate Technical Concepts during the design phase of the project. The intent is to capture the benefits of contractor's cost and time savings ideas through the use of a competitive process. Delivery

of the project will be made within state and federal regulations for design/bid/build jobs. The details of how to make this aspect of the process work will be determined by the project team. Tentatively, incorporation of Alternate Technical Concepts into the process will include the following:

- A. Consultant develops the design to a milestone (to be determined later) and prepares for discussions and submittals of alternate technical concepts.
- B. Project team distributes basic configuration concepts to ATC pre-qualified bidders.
- C. Project team evaluates the confidential concepts proposed by the bidders.
- D. Project team informs bidders if their concept(s) are approved (or not approved) to be used when bidding on the project.
- E. Common components of contractor ideas that exist in different submittals, may be incorporated as part of the overall bid documents.
- F. ATC pre-qualified bidders submit bids based (in part) on their approved concept(s).
- G. The project team completes the final design and quantities.
- H. Project is awarded to low bidder.

V. PROPOSAL EVALUATION CRITERIA

MoDOT will evaluate firms interested in performing the work based on information contained in proposals received by the specified due date and any previous work experiences with the states (if applicable). Interested firms will be evaluated according to the following considerations:

- A. Project Concept (25 points)
 - 1. Description of the work plan the firm would take to achieve the project goals.
 - 2. The approach formulated by the firm should identify and show familiarity with the issues.
 - 3. The proposal should demonstrate the firm's capability of developing innovative concepts and techniques to deliver the project at the least possible cost and on time.
 - 4. The proposal should demonstrate the firm's ability to convey technical issues.
- B. Demonstrated successful past performance of the project manager/team. References (25 points)
 - 1. Quality of final work products.
 - 2. Ability to control costs
 - 3. Ability to meet work schedules.
 - 4. Responsiveness to client input.

5. Previous Practical Design solutions
- C. Firm Capability/Capacity and Project Team Experience (25 points)
 1. Firm's organizational structure and flexibility
 2. Sub-consultant's and DBEs participation and capabilities
 3. Firm's commitment to providing a diverse workforce and their plan to accomplish that goal.
 4. Qualifications and ability of key personnel assigned to the project
 5. Experience on similar projects
 - D. Understanding the nature of the work and project goals (15 points)
 1. Understanding of the state and federal regulations governing the work.
 2. Understanding the scope of work required.
 3. Strength of commitment to meet or exceed the project goals.
 4. Knowledge of the working/political/social-economic environment in the St. Louis metropolitan area.
 5. General organization and clarity of the proposal.
 - E. Working location and arrangements (10 points)
 1. Project Manager's work location
 2. Accessibility of the project team.

VI. SELECTION PROCESS

The evaluation of proposals based on the criteria listed above will be used to arrive at a short list of firms in accordance with MoDOT's consultant selection process. The short-listed firms will then be asked to participate in an interview with MoDOT. The Project Manager that the consultant would assign to the project will be the main representative of the firm during the interview. The timeline for the interview will be: Ten minutes for the consultant's opening comments; Thirty minutes for Q&A by MoDOT panel; and Five minutes for closing comments. There will be no time allotted for PowerPoint presentations or handouts. MoDOT will make drawings available on the website.

At the conclusion of all interviews, the selection committee will select one firm with which to begin negotiating a contract. Negotiations will include selection of any sub-consultants required based on the final scope of services.

The project timeline will allow for 30 calendar days for negotiation of the consultant agreement. If an agreement cannot be reached within that time frame

then MoDOT may end negotiations and begin negotiations with the next ranked team. Negotiation is considered underway when MoDOT notifies the consultant of their selection and requests the cost proposal.

VII. SCHEDULE

Project Overview by MoDOT	December 16, 2011
Proposals Due	January 20, 2012
Notification of Selection for Interview	February 7, 2012
Interviews	February 17, 2012
Notification of Selection	February 29, 2012
Contract Negotiations Completed	March 30, 2012
Contract Approval / Notice to Proceed with Design	April 6, 2012

VIII. Appendix

Affirmative Action Checklist

Federal regulations require that any firm (with 50 or more employees) soliciting a federally funded contract must have an affirmative action program. You may provide a copy of your program and reference appropriate pages.

1. Date plan was adopted.
2. Name of affirmative action officer.
3. Statement of commitment to affirmative action by the Chief Executive Officer.
4. Designation of an affirmative action officer, assignment of specific responsibilities, and to whom he/she reports.
5. Outreach recruitment.
6. Job analysis and restructuring needed to meet affirmative action goals.
7. Validation and/or revision of examinations, educational requirements and any other screening requirements.
8. Upgrading and training programs.
9. Internal complaint procedure.
10. Initiating and ensuring supervisory compliance with your affirmative action program.
11. Survey and analysis of entire staff by department and job classification and progress report system.
12. Recruitment and promotion plans (including goals and timetables).

Any firm with less than 50 employees may submit a copy of its current EEO Commitment Statement by the Chief Executive Officer.